

**TOWN OF EAST WINDSOR
PLANNING AND ZONING COMMISSION**

**Meeting #1850
Tuesday, May 9 2023**

***THIS MEETING IS BEING HELD IN-PERSON
Scout Hall
28 Abbe Road, East Windsor, CT. 06088***

AND

***VIA REMOTE ACCESS
via ZOOM Teleconference
Meeting ID: 714 897 1799***

SCHEDULE OF MOTIONS

I. TIME AND PHYSICAL PLACE OF MEETING:

Chairman Kowalski called the Meeting #1850 of the East Windsor Planning and Zoning Commission to Order at 6:30 p.m. The Meeting is being held in-person at Scout Hall, 28 Abbe Road, East Windsor, CT., and via telconference as well

PRESENT: **Regular Members:** Michael Kowalski (Chairman), Stacey McKenna and Jim Thurz (Vice Chairman); Regular Member David Leason joined the Commission remotely.

Alternate Members: Frank Gowdy.

ABSENT: Regular Member Anne Gobin.

GUESTS/SPEAKERS present in-person: Assistant Town Planner Danielle Boudreau hosted the meeting. Also present in person were: Planning Consultant Michael D'Amato; **Application PZ-2023-2 – Applicant:** 118 Prospect Hill Road: T. J. Barresi, Professional Engineer; Scott Hesketh, F. A. Hesketh & Associates.

GUESTS/SPEAKERS present remotely identified as they sign in: Regular Commissioner David Leason; Brian McCann, Pullman & Comley; iPhone 2, Peg (Margaret) Hoffman, Recording Secretary.

II. ESTABLISHMENT OF QUORUM:

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Chairman Kowalski noted a quorum was established as three Regular Members and one Alternate Member were present at the in-person meeting at the Call to Order; one Regular Member joined the Commission remotely. Chairman Kowalski requested Alternate Member Gowdy to join the Board regarding discussion and action on all Items of Business this evening.

VI. APPROVAL OF MINUTES:

A. April 11, 2023 – Regular Meeting of PZC:

Chairman Kowalski noted Commissioner Gobin's attendance would be required for approval of the April 11, 2023 Commission's Minutes. As she is not present this evening, he postponed approval of the Minutes until the Commission's next meeting.

B. April 25, 2023 – Regular Meeting of PZC:

MOTION: To APPROVE the Regular Meeting Minutes for Meeting #1849 dated April 25, 2023 as presented.

Thurz moved/McKenna seconded/DISCUSSION: None
VOTE: In Favor: Gowdy/Kowalski/McKenna
Opposed: No one
Abstained; Leason/Thurz

IX. CONTINUED PUBLIC HEARINGS:

A. PZ-2023-2 for 118 Prospect Hill Road – Special Use Permit for a Site Plan Review for a proposed Truck Terminal. Applicant: Crane Properties LLC:

MOTION: To CLOSE THE PUBLIC HEARING on PZ-2023-02 for 118 Prospect Hill Road – Special Use Permit for a Site Plan Review for a proposed Truck Terminal. Applicant: Crane Properties LLC.

Thurz moved/McKenna seconded/DISCUSSION: None
VOTE: In Favor: Gowdy/Kowalski/Leason
/McKenna/Thurz
(No one opposed/No abstentions)

MOTION TO APPROVE:

PZ 2023-2: Special Use Permit for a Truck Terminal at 118 Prospect Hill Rd.
Applicant: Crane Properties, LLC

This approval is granted subject to the conformance with referenced plans (as may be modified by the Commission and this approval) and the following conditions/modifications.

Referenced Plans:

“Proposed Truck Terminal. Prepared for Crane Properties, LLC, 118 Prospect Hill Rd by Barresi Associates LLC. Dated January 3, 2023 with Revisions to May 3, 2023. Sheets 1-4

Conditions which must be met prior to signing final mylars:

1. A copy of the final approved plans with any necessary revisions shall be submitted to the Planning & Development Office for review and comment.
2. All final plans submitted for signature shall require the seal and live signature of the appropriate professional(s) responsible for the preparation of the plans.
3. The conditions of this approval shall be binding upon the applicant, landowners, and their successors and assigns.
4. The plans shall be revised as follows:
 - a. To include a copy of this approval

Conditions which must be met prior to the issuance of any permits:

5. A copy of the endorsed final approved plans with all necessary revisions shall be filed with the East Windsor Town Clerk
6. A single PDF copy of the final plans, with all necessary revisions shall be provided to the Planning and Development Office.
7. An Erosion Control Bond has been provided, such estimate shall be reviewed and approved by the Town Engineer.
8. ~~A fee in lieu of sidewalks, has been provided subject to approval by the Town Engineer.~~

Conditions which must be met prior to the issuance of a Certificate of Compliance:

9. Final grading, stabilization and seeding shall be in place or adequate bond filed with the Town for the unfinished work.
10. One electronic PDF and paper copy of the final as-built survey showing structures, pins, driveways, final floor elevations and spot grades shall be submitted.

General Conditions:

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11. This project shall be constructed and maintained in accordance with the final plans. Minor modifications to the approved plans that result in lesser impacts may be allowed subject to staff review and approval.
12. Additional erosion control measures may be required by Town staff if field conditions necessitate.
13. Any modifications to the proposed drainage or grading as depicted on the approved site plan are subject to review and approval by the Town Engineer
14. This approval shall be binding upon the applicant, landowner, and their successors and assigns
15. By acceptance of this approval and its conditions, the applicant, owner and/or their successors and assigns acknowledge the right of Town staff to periodically enter upon the subject property for the purpose of determining compliance with the terms of this approval.
16. Employee parking shall be restricted to parking spaces dedicated for such use.
17. Tractor-trailers exiting the site shall only make a left turn unless the driveway access has been upgraded to accommodate right-hand turning movements.

Thurz moved/Gowdy seconded/DISCUSSION: Motion provided via Staff memo from Planning Consultant D'Amato dated 5/9/2023.

VOTE: **In Favor:** **Gowdy/Kowalski/McKenna/Thurz**
 Opposed: **Leason**
 Abstentions: **No one**

XII. NEW BUSINESS:

- A. PZ-2023-13 for 28 Abbe Road – Town of East Windsor (Community Center) – Site Plan Modification for Construction of a building addition for renovation to the Senior Center/Community Building:**

MOTION: **To MOTION TO APPROVE PZ 2022-13:** Site Plan Modification for construction of addition at Town of East Windsor Community Center, 28 Abbe Rd. Owner/Applicant: Town of East Windsor

This approval is granted subject to the conformance with referenced plans (as may be modified by the Commission and this approval) and shall only cover those proposed activities shown on the referenced plans. This approval shall be subject to the following conditions/modifications.

Referenced Plans:

1. "East Windsor Community Center. 28 Abbe Rd, East Windsor CT. Prepared for: Town of East Windsor Public Works by JR. Russo & Associates, LLC. Sheets 1-4, dated 10/03/22

Findings:

1. The Commission finds the application to be complete and of sufficient nature to determine compliance with the Zoning Regulations and any further information is not deemed necessary for a reasonable review of this application.

Conditions which must be met prior to signing final mylars:

1. A paper copy of the final approved plans with all necessary revisions shall be submitted to the Planning & Development Office for review and comment.
2. All final plans submitted for signature shall require the seal and live signature of the appropriate professional(s) responsible for the preparation of the plans.
3. The conditions of this approval shall be binding upon the applicant, landowners, and their successors and assigns.
4. The plans shall be revised to include the following:
 - a. A copy of this approval
 - b. A copy of the Inland Wetlands & Watercourses Approval
 - c. The proposed locations for the pumpstation and building generators.

Conditions which must be met prior to the issuance of any permits:

5. One set of final mylars, with all necessary revisions shall be provided to the Planning and Development Office.
6. A single PDF copy of the final plans, with all necessary revisions, shall be provided to the Planning and Development Office.

Conditions which must be met prior to the issuance of a Certificate of Zoning Compliance:

7. Final grading, stabilization and seeding shall be in place or appropriate E&S controls installed.
8. One electronic PDF and paper copy of the final as-built survey showing structures, pins, driveways, final floor elevations and spot grades shall be submitted.

General Conditions

9. This project shall be constructed and maintained in accordance with the final plans and this approval. Minor modifications that result in lesser impacts may be allowed subject to staff review and approval.

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10. Any modifications to the proposed drainage or grading as depicted on the site plan are subject to review and approval by the Town Engineer.
11. Additional erosion control measures may be required by Town staff if field conditions necessitate.
12. By acceptance of this approval and its conditions, the applicant, owner and/or their successors and assigns acknowledge the right of Town staff to periodically enter upon the subject property for the purpose of determining compliance with the terms of this approval.

Thurz moved/Gowdy seconded/DISCUSSION: Planning Consultant D'Amato clarified that this application approval is for the Site Work depicted on this specific Site Plan.

VOTE: In Favor: Gowdy/Kowalski/Leason/McKenna/Thurz
(No one opposed/No abstentions)

B. PZ-2023-15 for Town of East Windsor – Site Plan Modification for the construction of a playground at 27 Reservoir Avenue:

MOTION to APPROVE: Application #PZ 2023-15 for a Site Plan Modification at 27 Reservoir Ave for the construction of a playground
Applicant/Owner: Town of East Windsor.

This approval is granted subject to the conformance with referenced plans (as may be modified by the Commission and this approval(and the following conditions/modifications.

- **Plan set entitled: Playground at East Windsor Park, 27 Reservoir Avenue, East Windsor, CT dated April 17, 2023; prepared by BSC Group revised April 27, 2023.**

Sheets: T-1.0 Title Sheet

1-Existing Conditions Plan Prepared by JR Russo & Associates*

L-1.0 Site Preparation & Demolition Plan, dated: 4/17/23

L-2.0 Materials Plan, dated 4/17/23

L-3.0 Grading, Drainage and Layout Plan, dated: 4/17/23

L-4.0-L4.1 Details: dated 4/17/23

L-5.9 Planting Plan, dated 4/17/23 revised: 4/26/23

*** *Limited Property Boundary & Existing Conditions Survey* entitled East Windsor Park prepared for Town of East Windsor, 27 Reservoir Road, East**

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Windsor, Connecticut Map 089, Block 56, Lot 025A Zone R-2; prepared by JR Russo and Associates dated: April 18, 2023

Conditions which must be met prior to signing of final plans:

1. A paper copy of the final approved plans with all necessary revisions shall be submitted to the Planning & Development Office for review and comment.
2. All final plans submitted for signature shall require the seal and live signature of the appropriate professional(s) responsible for the preparation of the plans.
3. The conditions of this approval shall be binding upon the applicant, landowners, and their successors and assigns.
4. The plans shall be revised to include the following:
 - a. Comments from the Town Engineer made in a memo dated 5/02/2023 to Ruthanne Calabrese
 - b. A copy of this approval.

Conditions which must be met prior to the issuance of any permits:

5. One set of final mylars, with all necessary revisions shall be provided to the Planning and Development Office
6. A single, PDF copy of the final plans, with all necessary revisions shall be provided to the Planning and Development office.

Conditions which must be met prior to the issuance of a Certificate of Zoning Compliance:

7. Final grading, stabilization and seeding shall be in place or appropriate E&S controls installed.
8. One electronic PDF and paper copy of the final as-built survey showing structures, pins, driveways, final floor elevations and spot grades shall be submitted.

General Conditions:

9. This project shall be constructed and maintained in accordance with the final plans and this approval. Minor modifications that result in lesser impacts may be allowed subject to staff review and approval.
10. Any modifications to the proposed drainage or grading as depicted on the site plan are subject to review and approval by the Town Engineer.
11. Additional erosion control measures may be required by Town staff if field conditions warrant.
12. By acceptance of this approval and its conditions, the applicant, owner and/or their successors and assigns acknowledge the right of Town staff to

Peg Hoffman, Recording Secretary, East Windsor Planning and Zoning Commission